

STATEWIDE  
*Arizona Air National Guard*  
Active Guard/Reserve (AGR) Announcement  
JOINT FORCES HEADQUARTERS/HRO  
5636 East McDowell Road, Bldg M5710  
Phoenix, Arizona 85008-3495  
PHONE (602) 629-4826: DSN 853-4826  
WEBSITE: //dema.az.gov/azng-human-resources

ANNOUNCEMENT NUMBER:  
20-376A

OPENING DATE:  
12-Nov-2020

CLOSING DATE:  
4 Dec 2020

**POSITION TITLE, SERIES, GRADE AND POSITION NUMBER:**

Production Controller (Aircraft), GS-1152-09, TSgt/E6 (immediately promotable)-MSgt/E7, MPCN: 009530800J

**\*\*Applicants who currently possess a military grade one grade level higher than above posted grade level may be considered for this vacancy. If an over graded applicant is selected they must be reduced in grade prior to being accessed into this position. Applying for and accepting a lower graded military position is considered a voluntary reduction in grade. IAW ANGI 36-2503, an applicant must submit in writing their willingness to be administratively reduced in grade and submit this letter with their application package.\*\***

APPOINTMENT FACTOR:  
OFFICER ☐ ENLISTED ☒

AFSC:  
2AX7X or 2WX7X

ASVAB:  
VARIES

LOCATION OF POSITION: 162nd Wing, Tucson, Arizona

**AREA OF CONSIDERATION:** This position is in the Active Guard and Reserve Force and is **open to current members** of the (All Units), Arizona Air National Guard. Individual selected will receive an Active Duty Title 32 Tour with the Arizona Air National Guard. In order to be considered for this position applicants must meet minimum qualifications. **PCS funds are authorized.**

**NOTE:** This position is subject to rotating shifts, weekends and holidays.

**NOTE:** MUST POSSESS AFSC 2AX7X or 2WX7X.

**NOTE:** Applicants in the rank of TSgt/E6 must be immediately promotable as of the closing date of this announcement.

**NOTE:** Individual selected will be placed in this position pending a successful Manpower Change Request (MCR).

**NOTE:** This position is subject to frequent Temporary Duty (TDY) deployments.

**INSTRUCTIONS FOR APPLYING:**

**Applications must be submitted following the instructions on this announcement. Incomplete applications will not be processed. Written explanation is required for any missing documents. The following items are mandatory for all AGR announcements:**

- NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position.
- Detailed Resume
- AZNG Forms 335-2-R, Knowledge, Skills and Ability Supplement
- Current Report of Individual Personnel (RIP). RIP can be obtained from the servicing Military Personnel Flight (MPF). In lieu of a RIP, applicant may provide a printout from the Virtual MPF (vMPF). Select 'Record Review' and then 'Print/View All Pages'. For Enlisted Members, documents MUST show your ASVAB scores.
- Copy of current Fitness Test scores, if exemptions exist please include the AF 469. Must be within 12 months.
- Copy of AF Form 422, Physical Profile Serial Report and DD Form 2992 (for flight status), Flight Physical. (Both forms must be current within 12 months) This form can be obtained from your Wing Clinic.

**The following documents are not required but strongly recommended for validation of experience/education:**

- Letter of verification of Security Clearance from local Security Manager.
- AZ Form 34-1, Arizona AGR Application Supplement
- AZNG Form 335-1-R, Military Brief

**APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be postmarked No Later Than the closing date on this announcement.** The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for individuals who are deployed or assigned OCONUS. Please send electronic package, including a copy of deployment orders, by clicking the "Contact Us" link on the Dema.az.gov website then clicking AZNG Human Resources Office link. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

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#### **NATIONAL GUARD REQUIREMENTS:**

1. Must be in compliance with physical fitness, height, weight, and body fat measurement standards as listed in AFI 36-2905.
2. If selected member is pregnant, orders may commence as long the member can safely perform duties within the restrictions of the AF 469 and with chain of command approval.
3. If required, we will initiate an investigation for a security clearance. Unfavorable results will be cause for your immediate separation.
4. Individuals who cannot obtain 20 years of Active Federal Service prior to reaching mandatory retirement, age 60 for enlisted personnel, or mandatory separation date for officers and those within their first 24 months of an AGR assignment or reassignment must submit a Statement of Understanding prior to the closing date of this announcement. If selected you must submit a Waiver for Exceptional Circumstances through the HRO remote to the HRO for approval. Waivers must justify why it is in the best interest of the unit, State, or Air National Guard.
5. You must meet eligibility requirements of AFI36-2101 Classifying Military Personnel (Officer and Enlisted) and ANGI 36-101 (The Active Guard/Reserve Program).
6. Applicants for E-8 positions must have the ability to complete Senior Noncommissioned Officer Academy within 36 months of assignment IAW para 2.20.1 of ANGI 36-2101.
7. Individuals selected for Control Grade positions are subject to Control Grade availability.

**Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program**

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**EVALUATION PROCESS:** Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (NGB Form 34-1) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

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**EQUAL OPPORTUNITY:** The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or non-membership in an employee organization or any other non-merit factor.

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#### **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:**

**Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.**

1. Ability to implement maintenance plans for assigned aircraft and monitor progress of job completion by dispatched personnel.
2. Ability to communicate and assign work requirements, methods, and procedures to personnel.
3. Ability to coordinate with Material Control (supply) on mission capable (MICAP) and non-mission capable status (NMCS) of parts; ability to adjust in-shop work priorities and coordinate repair work with other maintenance shops.
4. Ability to work with Quality Assurance, Air Operations, maintenance leadership, and other functional areas to ensure mission accomplishment.
5. Ability to communicate effectively both written and verbally to maintenance management and personnel.

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**SPECIALIZED EXPERIENCE:** Must have at least 18 months experience, education or training preparing job or work orders; scheduling various phases of projects into the production facility; following up to see if work is progressing as planned and arranging for adjustments in materials, machine processes, and work sequencing allowing for changes. Experience with current automation support programs to input data, provide status of equipment, and monitor job order status, monitor work priorities, requisition repair parts, track repair parts status, etc.

**BRIEF JOB DESCRIPTION:** This position is located at the 162nd Wing, Tucson, Arizona. The purpose of this position is to provide planning, scheduling and control of aircraft maintenance through a variety of support maintenance shops. Designates, maintains and monitors current maintenance repair priorities of aircraft to ensure actuality and compliance with flying schedules. Authorizes and assigns aircraft maintenance jobs, job control numbers either manually or through a computerized maintenance system, work priorities, and start and completion times for scheduled and unscheduled maintenance of aircraft. Conducts the control and dispatch of shop assignments. Takes prompt and decisive action to make on-the-spot adjustments to maintenance repair priorities necessitated by unscheduled maintenance requirements, and incorporates all unscheduled maintenance into a daily plan. Maintains a visual schedule of daily flying, noting deviations and cancellations. Coordinates with Quality Assurance on functional check flight

(FCF) requirements, Air Operations on flying schedule, other maintenance shops for coordination of repair work and with other functional areas as required. Requests necessary support services such as fire fighting activity standby, fuel and defuel and civil engineer support. Directs physical movement of aircraft and aerospace ground equipment. Controls the maintenance communications and transportation systems to provide for the effective transmission of information and movement of material and maintenance personnel. Conducts training of assigned military personnel. Performs other duties as assigned.

**SELECTING OFFICIAL:** SMSgt Michael Venditto DSN 520-295-6155.

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